

## PAC Minutes

18 Jan 2012

1:00 Eastern Standard Time

### Attending:

Chris Gallagher, SPN

Mike Hosey, SAW

Alana Mesenbrink, NWS

Allen Gwinn, NAD

Jamie Gyolai, MVD

Heather Burke, HQUSACE

Jeff Boutwell, SWD

Titus Hardiman, SWD

Chris Rapenchuk, LRD

Joel, Miller, SPN

Chad, Eller, SAW

Darrell Lewis, CNREF

### 1. Minutes Approved for December.

### 2. Prospect training development committee update: Jeff B., Chris G., Joel, Heather, and Chad.

a. Project Manager Assigned by Huntsville - Constance Tiller HNC

b. Prospect Course Number-#328 that will appear in FY13 Prospect Purple Book

b. Team Meeting – April TBD & Location TBD. Purpose: Defining and building the class outline and material to be presented. In this meeting we will determine the objectives and the tasks to be covered in the offering of the course.

c. Course/Team Logistics:

1. Quality Control - Heather will attend all sessions.

2. Two sessions per year.

3. Instructors Concept - PAC Team members, with ½ of the team teaching one session the other ½ teaching the second session. Additional Instructors may include representation from non-profit organizations like APPL.

4. The entire PAC Team may attend the first session to critique the course format.

5. Jeff is finalizing additional forms requested by Huntsville concerning Target Populations.

### 3. APPL/USACE Workshop

a. To date 30+/- are registered for both the Conference and the USACE workshop.

b. Travel MIPRS completed for the entire Team.

c. USACE Workshop Agenda submitted to APPL.

d. Timeframe to meet with Bureau of Reclamation Partners at Hoover Dam will be finalized by Allen. **Action Officer Allen**

e. Begin the development of your assigned presentation – Please submit your PowerPoint's to Chris R. before 14 February as they are due to Claudia on 15 February. - **Entire Team**

### 4. EIP Award – Allen/Chris R.

a. Confirmation of EIP National Award and Division Awards from Foundation

a. National Award was ordered by the foundation and Allen will transport to APPL.

b. Division Certificates – need to confirm status with foundation. – **Action Officer Allen**

b. The award will be presented at APPL on Tuesday, 6 March @ 8:00am by Darrell Lewis and Mary.

c. Invitational travel orders for the national winner completed.

5. Success Story Incentives - Heather

- a. A total of three success stories have been forward to Heather to date and will be added to the NMR Gateway.
- b. Incentives - decision was to give bonus points if the project is submitting a Handshake Application in 2012.
  - 1. Future incentives on hold or considered
    - a. Paid travel for APPL funded by CNREF or other groups.
    - b. MSC Recreation program managers -competition between the divisions for the most submissions which is a tie-in to the recreation strategy.

6. Partners Outdoors – Williamsburg VA. Heather, Chad, Allen, Heather, Titus, and Chris R. attended.

- a. A trip report was submitted by Heather to the MSC's and the team.

7. CHM (Margaret Bailey) proposal to conduct review of Corps cooperating association capacities, needs, (White Paper)

- a. Heather has drafted a team support letter to Mary requesting guidance on funding the cost estimate provided by CHM.
- b. If funding is secured for the three phased review – procurement strategy may include sole source contract or utilizing the USFS IDIQ contract.

8. CNREF Update – Darrell Lewis

- a. The foundation has a total of 113 members.
- b. The financial audit for the foundation to be included in the CFC program is nearly completed.
- c. Darrell will be attending APPL to participate in the USACE Forum and to present the Excellence in Partnership Award.
- d. The foundation is creating a distribution list and has requested contact information for the USACE Cooperating Association. **Action Officer-Heather**
- e. They are working to developing an administrative position that will partially be funded by the foundation and a USACE project in the Louisville District.
- f. Two members (Nancy Rogers and Avis Kennedy) are developing a guide on how to set up a friends group and have received two request from the field for assistance.

9. PAC Fall Meeting

- a. Date – October 1-5. Please block out the dates in your schedule as the length may vary depending on the agenda. **Action Officers- ALL**
- b. Location TBD, but Table Rock Visitor Center was suggested.
- c. Formal approval for the meeting will be required based on the current guidance.

10. OMBIL – 14.6 million in partnership value from 850+ partnerships

- a. Alana and Heather are working out errors on Detailed Review Page.

11. New Business

- a. Field question: Should the MOU be included in recreation Ombil section for the U.S. Geological Survey, as they provide support for monitoring water and river levels? Answer: Yes - If they support a component of the recreation and environmental stewardship business lines related to the project.
- b. Time Frame for Future Webinars or one per quarter.
  - 1. March 101-Heather –If any other member would like to assist contact Heather.
  - 2. Handshake –Allen will coordinate and establish a timeframe. **Action Officer Allen**

- c. A recommendation was made to rename the USACE Partnership of Excellence Award.
- d. Contribution Plans - Striving to obtain and post all Level One District Contribution Plans/and or Project Contribution Plans on the NRM Gateway. Please contact your District Representative and ask them to forward their plans to Heather. **Action Officers-ALL**
- e. The visitor's side of the NRM Gateway Partnership Page had minor updates in 2011, but will need to be updated in the future and will be inserted in the Five Year Plan as a reminder. **Action Officer Chris R.**

14. Next Call 17 February 2012, 1:00 est.

Call Outs Pending.

**Prospect Team** Workshop Date and Location – will require advance approval for April meeting.  
**USACE Workshop Presenters** - Submit APPL USACE workshop PowerPoint's to Chris R. before February 14

**Allen** -Timeframe to meet with Bureau of Reclamation Partners at Hoover Dam during APPL.

**Allen** – Status of Division Certificates – need to confirm status with foundation.

**Heather** - Status of funding White Paper proposal.

**Heather** - Forward Cooperating Association distribution list to Darrell. (COMPLETE)